

The Stables

Mansfield

BOOKING FORM

Hosts details:

Contact Name:

Phone:

Email Address:

Mobile:

Invoice Details:

Contact Name:

Phone:

Company Name:

Fax:

Address:

Email:

P.O. No.

Event Details:

Date of Event:

Time of Event:

From:

To:

Expected number of people attending:

Will you require tea & coffee (@ £1.50 per head)?

Yes

No

Room Details:

The Interview Room – Suitable for a maximum of 3 people

Per hour - £7.00

Half Day (4 hrs) -

£15.00

Full Day - £25.00

The Meeting Room – Suitable for 10 – 12 people

Per Hour - £7.50

Half Day (4hrs) -

£25.00

Full Day - £45.00

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Equipment Requirements:

All equipment is subject to availability. (Please tick as required)

Overhead Projector

Laptop Compatible Projector

Flip Chart

Television

VCR

Other Requirements:

We aim to be very accommodating and flexible and will do our best to comply with your specific requirements. If you have any preference to the room layout please sketch your ideas below and we will do our up most to oblige.

Authorised By

Name (Signed) _____ Name (Printed) _____ Job Title _____

PLEASE COMPLETE AND FAX BACK TO 01623 658128